

RE: report

Tracy Varner

Sent: Tuesday, January 11, 2011 9:46 AM**To:** Tracy Williams; Librarians

Here's how to do it! Go to Reports tab, select Library>Statistics>Collection Statistics—Historical. On that page enter:

Tracy Varner, M. Ed.

Media Center
Nagel Middle School
1500 Nagel Road
Cincinnati, Ohio 45255
513.474.5407 ex. 2253



Please consider the environment before printing this eMail.

From: Tracy Williams**Sent:** Tuesday, January 11, 2011 9:16 AM**To:** Librarians**Subject:** FW: report

This is not a report that I've ever run. I usually just take a guess and check it by going to copy status. Can anyone help Tonya - and all the rest of us? (see below) I need to weed my fiction collection, too.

>^.<

Tracy Williams

School Librarian
Maddux Elementary School
Forest Hills Schools
Cincinnati, OH
(513-231-0780, ext. 2604)

"The public library is the only institution in American society whose purpose is to guard against the tyrannies of ignorance and conformity." - Leonard Kniffel. "12 Ways Libraries are Good for the Country." *American Libraries: The Magazine of the American Library Association*, Dec. 21, 2010.

<http://americanlibrariesmagazine.org/features/12212010/12-ways-libraries-are-good-country>



Please consider the environment before printing this e-mail.

From: Tonya Swisshelm**Sent:** Tuesday, January 11, 2011 8:50 AM**To:** Tracy Williams

Subject: report

Tracy,

Good morning. I am wondering if you can refresh me on how to run a report for say Fiction books that haven't been checked out in the last 5 years? For the life of me I can't find this on Destiny.

Thanks,

Tonya

This e-mail and any attachments are confidential and may also be privileged communication. If you are not the named recipient, please notify the sender immediately and delete the contents of this message without disclosing the contents to anyone, using them for any purpose, or storing or copying the information on any medium.

This e-mail and any attachments are confidential and may also be privileged communication. If you are not the named recipient, please notify the sender immediately and delete the contents of this message without disclosing the contents to anyone, using them for any purpose, or storing or copying the information on any medium.

This e-mail and any attachments are confidential and may also be privileged communication. If you are not the named recipient, please notify the sender immediately and delete the contents of this message without disclosing the contents to anyone, using them for any purpose, or storing or copying the information on any medium.